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ADM-10.5

DD/S&T 5224-65

9 November 1965

MEMORANDUM FOR: Chief, Regulations Control Staff

SUBJECT : HN 1-35

1. Although the subject Notice expired on 1 August 1964, it is my understanding that it is carried in what your Office refers to as a "Courtesy File".

2. Inasmuch as the Scientific Advisory Board is no longer in existence, would you please undertake the necessary action to delete all reference to it from the Agency's regulatory system.

Sig

[Redacted Signature]

25X1A

Chief, Administrative Staff
DD/S&T

Distribution:

Orig & 1 - Addressee

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1 - MJM

2 DD/S&T Reg -

w/ reg. HN 1-35

C/AS/DD/S&T [Redacted] bwl:4427 (9 Nov 65)

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S-E-C-R-E-T

This Notice Expires 1 August 1964

ORGANIZATION

HN 1-35
16 July 1963

SCIENTIFIC ADVISORY BOARD TO
THE DIRECTOR OF CENTRAL INTELLIGENCE

1. Effective 1 July 1963 there was established a Scientific Advisory Board to the Director of Central Intelligence. This Board will be responsible for reviewing and advising the Director about total scientific functions of the entire Agency, replacing the CIA Research Board which was responsive to the specialized needs of the Clandestine Services.

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2. Effective the same date, [REDACTED] was appointed Chairman of the Scientific Advisory Board. The other members of the Board who will serve with him will be announced later.

3. The Scientific Advisory Board shall:

a. Advise the Director on the adequacy of the Agency research and development effort and point out possible application of newly emerging scientific developments to the mission of the Central Intelligence Agency.

b. Conduct a continuing review of all the research and development activities and policies of the Agency, including all research and development being undertaken through external contracts as well as internal research and development activity.

c. Recommend to the Director changes designed to improve the Agency research and development program and the organization of the scientific effort of the Agency, with particular emphasis on new scientific developments which might have application to the Agency mission.

S-E-C-R-E-T

GROUP 1
Excluded from automatic
downgrading and
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S-E-C-R-E-T

HN 1-35
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ORGANIZATION

d. Keep abreast of significant scientific and technical developments in American industry, academic circles, and other agencies of the Government, especially projects related to intelligence, and advise the Director of activities which might have application for CIA.

4. The Scientific Advisory Board will meet at the call of the Chairman as frequently as necessary. It will work closely with the Agency Research and Development Review Board (HN 1-34) which will provide an effective internal mechanism for discussing and implementing those recommendations of the Scientific Advisory Board which are approved by the Director of Central Intelligence.



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MARSHALL S. CARTER
Lieutenant General, USA
Deputy Director of Central Intelligence

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Approved For Release 2001/08/28 : CIA-RDP69B00596R000100220005-7

Adm - 10.5

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CONTROL SYSTEM

[REDACTED] 18-65

15 NOV 1965

MEMORANDUM FOR: Director of Logistics

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SUBJECT: Establishment of [REDACTED] Office

1. As you are aware, this office is engaged in sensitive contractual relations with many companies in private industry thus generating wide and diversified functions in the financial and security areas. A significant degree of this relationship is centered on the [REDACTED] and specifically in the [REDACTED] area. 25X1A

2. In order to fully meet our financial and security obligations in these matters I have found it necessary to gradually assign a total of seven staff and clerical personnel to the [REDACTED] with the possibility of this number increasing slightly in the near future. As things now stand, three of the assigned personnel are located at [REDACTED] and two are without office space. As you can imagine, this is a less than desirable situation. Coupled with this is the fact that we have needed for some time a central location on the [REDACTED] where we could handle, by TWX, all of the requests for security clearances and financial information generated by this office, and where Headquarters personnel can meet in conference [REDACTED] 25X1A

3. The net result of this is a proposal, which I have approved, to establish a modest office [REDACTED] which would permit us to improve our management visibility and physically centralize some of the diverse functions which I have noted above. Recently members of my staff have investigated the problems and possibilities of setting up such a small facility with the conclusion that commercial office space be rented in the [REDACTED] 25X1A

[REDACTED] Two thousand square feet is adequate to meet present and anticipated requirements and the cost per square foot, per year figure of \$3.60 is low even by GSA standards in that area. 25X1A

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[REDACTED] 018-65

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Comparable GSA space, which was investigated and found unsuitable, rented for \$3.75 a square foot and did not include, as does the present space, provision for free parking. The total cost of this space and the standard unitized furniture to go in it is less than \$11,000 not including \$42,500 worth of communication equipment. (See attachment).

25X1A 4. We have necessarily predicated our avoidance of normal GSA
25X1A office space on the need for compacted security. With regard to
cover, [REDACTED]

[REDACTED] and with whom we have on going contracts, has agreed at the corporate level to furnish necessary cover for us in the leasing process without charge. This permits us to side step many of the administrative complexities of appearing to conduct a small business in the State of

25X1A [REDACTED] This arrangement is agreeable to the Office of Central Cover.

5. In order that we may proceed, I request that you concur in the establishment of the above office through DD/S&T channels. We will of course keep you advised of our progress.

/s/
ALBERT D. WHEELON
Deputy Director
for
Science and Technology

CONCUR:

/s/ 16 Nov 65
Director of Logistics

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HANDLE VIA [REDACTED]
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